



STATE OF DELAWARE

**COMMISSION FOR STATEWIDE CONTRACTS TO SUPPORT EMPLOYMENT FOR
INDIVIDUALS WITH DISABILITIES**

Meeting Minutes September 26, 2017

A QUORUM WAS DETERMINED AND THE MEETING WAS CALLED TO ORDER AT 2:20 PM

Members Present:, Doyle Dobbins, Vice Chair, Kristy Trudel, Ability Network of Delaware (A.N.D.), Cynthia Fairwell, Department of Labor, Vocational Rehabilitation (DOL/VR), Michele Mirabella, CHIMES, Michele Hamilton, Administrative Specialist, Division for the Visually Impaired (DVI), Elisha Jenkins, Director, Division for the Visually Impaired (DVI) Carvella Jackson, member of the Public, Debbie Harrington, Deputy Director, Division for the Visually Impaired (DVI), Present by phone: Dean Stotler, Government Support Services (GSS), Deloris Hayes-Arrington, Department of Finance (Finance), Carvella Jackson, member of the Public, Jo Donoghue, Counsel, Delaware Attorney General's Office (DAG)

Absent: Thomas Cook, Ability Network of Delaware (A.N.D.)

Guest: Diane Shea, The Precisionists, Inc.

A Quorum was determined and the meeting was called to order at 2:20 PM

I. Approval of Minutes

Motion was made by Dean Stotler to adopt the June 20, 2017 minutes as presented and second by Deloris Hayes-Arrington. Motion carried.

II. Old Business

- (a) Vote on Regulations: All Commission members have not received the proposed Regulations. Proposed Regulations will be distributed to the members. The vote will be postponed until the October 17, 2017 meeting.
- (b) Second Vote on Amendment on the Proposal to Set Aside DVI/ARMS/DIB on the Janitorial Contract - Motion was made by Dean Stotler to approve the Proposal and second by Cynthia Fairwell. Motion carried. The document for Set Aside Proposal will be sent to Government Support Services by Michele Hamilton.
- (c) Second Vote on Proposal to Set Aside Janitorial Services at DDDS, Georgetown Location, and the First State Senior Center in Milford – Motion made by Dean Stotler to approve the Proposal for Set Aside and second by Deloris Hayes-Arrington. Motion carried. The document for Set Aside Proposal will be sent to Government Support Services by Michele Hamilton.
- (d) Annual Report Update – Cynthia Fairwell, reported the final draft of the Annual Report is almost complete. Final Review is to ensure accurate data. Thomas Cook is out of town

until the end of the week and he would know better when this report would be completed.

Once annual report is complete, the Commission will be notified to determine the meeting date for the review of the Annual Report.

III. New Business

(a) Diane Shea, representing The Precisionists, Inc. communicated her understanding was that a Proposal was presented to the Commission to assume the Set Aside contract previously serviced by DIB. The question arose regarding if The Precisionist is a Community Rehabilitation Program (CRP). The Division of Vocational Rehabilitation has previously provided a letter outlining the process to the Precisionist. The Precisionist is interested in presenting a proposal to the Commission for Set Aside, but DIB has not removed their Set Aside. Elisha Jenkins stated that, DIB is at the end of its operational stages and only fulfilling their obligations under the US Geological Survey until transferred to its parent company National Industries for the Blind. Doyle Dobbins indicated that there is no action item that the Commission needs to take today.

IV. Committee Reports

N/A

V. Report – Delaware Industries for the Blind (DIB)

N/A

VI. Report-Ability Network of Delaware (A.N.D.)

Kristy Trudel, reported on behalf of A.N.D. A. N. D. is looking into a more efficient system for their reports; for example the electronic filing of Inspection reports and an online reporting system. This in an internal process only.

VII. Public Comments

Michele Mirabella informed the Commission that after 20 Years, she will be resigning as a Commission as of January 2018. She also stressed the need to have providers involved with the Commission, even though it is a non-voting participant it is now part of the Code. Orientation of new members is provided by the Counsel-DAG, and the Commission. The Commission Orientation Guide Book will be provided to the new Commission Members (Cynthia Fairwell, Carvella Jackson, Deloris Hayes-Arrington).

VIII. Adjournment

The meeting was adjourned at 3:30 PM

Next scheduled meeting October 17, 2017

Respectfully submitted by
Michele Hamilton
Administrative Specialist